

Sub Committees

HOUSING MANAGEMENT & ALMSHOUSES SUB COMMITTEE

Constitution

10 Members to be elected by the Community & Children's Services Committee, including the Chairman and Deputy Chairman.

Quorum

Any 3 Members.

Terms of Reference

To be responsible for: -

- (a) discharging the City of London Corporation's function in respect of the management of its existing social housing stock (with the Grand Committee retaining responsibility over policies affecting the City's Strategic Housing responsibilities);
- (b) approving schemes affecting the City's existing social housing and proposed stock in accordance with the policies and strategies for investment agreed by the Grand Committee and having regard to the City Corporation's Project Approval Procedure;
- (c) approve policies in relation to the management of housing services to tenants and leaseholders in City estates and review them as necessary;
- (d) the management of the City of London Almshouses (registered charity no 1005857) in accordance with the charity's governing instruments; and
- (d) advising the Grand Committee on: -
 - the general performance of the Social Housing Service and the Almshouses; and
 - its recommendations concerning the Allocation Scheme in the City's Housing Registration process.

Suggested frequency of meetings: a minimum of 5 a year

THE COMMITTEE IS ASKED TO APPOINT 10 MEMBERS.

SAFEGUARDING SUB-COMMITTEE

Constitution

8 Members appointed by the Community & Children's Services Committee, including the Chairman and Deputy Chairman.

Quorum

Any 3 Members.

Terms of Reference

To be responsible for: -

1. overseeing the discharge of the City of London's responsibilities to safeguard children and adults who have been identified as requiring support and protection;
2. ensuring, in respect of children entering public care, that the duty of the local authority as a corporate parent to safeguard and promote a child's welfare is fulfilled;
3. monitoring the Community & Children's Services Department's performance in respect of its work to safeguard children and adults and make recommendations to the Grand Committee to bring about improvements as appropriate; and
4. exercising its functions with regards to the views of relevant service users, as appropriate.

Suggested frequency of meetings: 2-3 times a year

THE COMMITTEE IS ASKED TO APPOINT 8 MEMBERS.

HOMELESSNESS AND ROUGH SLEEPING SUB COMMITTEE

Please note amendment proposed in red at (2) below:

Constitution

- i. The Chairman & Deputy Chairman of the Community and Children's Services Committee;
- ii. Up to *six Members of the Community and Children's Services Committee and/or the Court of Common Council;
- iii. Two Members representing the Police Committee;
- iv. A representative of the City church; and
- v. Chairman of the Safer City Partnership or his/her representative

The **quorum** of the sub committee shall consist of any three Members of the Court of Common Council.

The Sub Committee will have the power to **co-opt up to two external members** outside of the Court of Common Council. These individuals will provide specialism and experience relevant to the subject matter.

Terms of Reference:

1. To give consideration to strategies and proposals to alleviate rough sleeping and homelessness in the City of London together with other associated activities.
2. To have an overview of government and regional policies on rough sleeping; **and advise the Grand Committee of their impact on the City of London Corporation's Rough Sleeping and Homelessness Strategy and practice arrangements;**
3. To have an overview of rough sleeping in the City of London;
4. To monitor new approaches to working with rough sleepers;
5. To monitor the financial implications in delivering a service to rough sleepers;
6. To be informed about the health and wellbeing of rough sleepers, what services are required and how they can be delivered;
7. To monitor the implications of any enforcement activities; and
8. To monitor the numbers of rough sleepers on the City streets.
9. To liaise with other local authorities and agencies working towards tackling homelessness and rough sleeping.
10. To make recommendations to the Grand Committee for decision.

Suggested frequency of meetings – 5 times a year

THE COMMITTEE IS ASKED TO APPOINT 3 Members – *depending on level of interest from Court Members

EDUCATION BOARD

Terms of Reference

- (a) To monitor and review the City of London Strategies for Education, Cultural and Creative Learning, and Skills and to oversee their implementation (including skills and work related learning, and cultural and creative learning) in consultation, where appropriate, with Policy and Resources Committee and the relevant Service Committees; referring any proposed changes to the Court of Common Council for approval;
- (b) To oversee generally the City of London Corporation's education activities (including, where relevant, the City Corporation's commitment to ensuring education promotes healthy lifestyles); consulting with those Committees where education responsibilities are expressly provided for within the terms of reference of those Committees and liaising with the City's affiliated schools and co-sponsors; post school learning providers, and cultural organisations but excluding Gresham College and any responsibilities of the Gresham (City Side) Committee;
- (c) To be responsible for the oversight and monitoring of the City of London Corporation's sponsorship of its Academies, including the appointment of academy governors and, where relevant Members, Directors and Trustees;
- (d) To manage of The City of London Corporation Combined Education Charity (registered charity no. 312836), subject to consulting with the Community and Children's Services Committee as to any policy to be adopted for the application of the charity's funds;
- (e) To manage of the City Educational Trust Fund (registered charity no. 290840), subject to consulting with the Community and Children's Services Committee as to any policy to be adopted for the application of the charity's funds;
- (f) To constitute Sub-Committees in order to consider particular items of business within the terms of reference of the Board, including: -

Education Charity Sub (Education Board) Committee*

- (g) To recommend to the Court of Common Council candidates for appointment as the City of London Corporation's representative on school governing bodies where nomination rights are granted, and which do not fall within the remit of any other Committee;

- (h) To monitor the frameworks for effective accountability, challenge and support in the City Family of Schools**;
- (i) To be responsible for the distribution of funds specifically allocated to it for education purposes, in accordance with the City of London Corporation's strategic policies;
- (j) Assist with promotion of skills training and education-business link activities in line with the City of London Corporation's Skills Strategy.

* The constitution of The Education Charity Sub-Committee is set by the Court of Common Council and comprises four Members appointed by the Education Board and four Members appointed by the Community and Children's Services Committee.

**The expression "the City Family of Schools" means those schools for which the City has either direct responsibility as proprietor, sponsor or local authority, or historic links. These include but are not restricted to: the Aldgate Primary School, the City of London School, the City of London School for Girls, the City of London Freeman's School, and the academies managed by the City of London Academies Trust.

Suggested frequency of meetings: a minimum of 6 a year

THE COMMITTEE IS ASKED TO APPOINT 1 MEMBER. By convention this is generally the Chairman of the Community and Children's Services Committee.

EDUCATION CHARITY SUB (OF THE EDUCATION BOARD) COMMITTEE

TERMS OF REFERENCE

Constitution

- Chairman and Deputy Chairman of the Education Board, and two further Members of the Education Board.
- Four Members appointed by the Community and Children's Services Committee.

Quorum

- Any three Members.

Terms of Reference

- To be responsible for the application of funds from the City of London Combined Education Charity (registered charity no. 312836) and the City Educational Trust Fund (registered charity no. 290840), in line with any policy set by the Education Board governing the management of those charities.
- To review the eligibility criteria of those charities ahead and make any recommendations on proposed amendments to the Education Board.
- To make recommendations to the Education Board on any policy governing the management of the City of London Combined Education Charity (registered charity no. 312836) and the City Educational Trust Fund (registered charity no. 290840).

Suggested frequency of meetings: a minimum of 2 a year

THE COMMITTEE IS ASKED TO APPOINT 4 MEMBERS

INTEGRATED COMMISSIONING SUB-COMMITTEE

Constitution

1. 3 Members and three Deputies appointed by the Community & Children's Services Committee. *It is convention for the Chairman and Deputy Chairman of the Grand Committee to be appointed to this Board but not in an ex-officio role.*
2. The Chairman of the Health and Wellbeing Board to be appointed, in addition to the Chairman and Deputy Chairman of the Community and Children's Services Committee (or their representatives), as set out in (1) above.
3. Three Deputies to be appointed by the Community and Children's Services Committee

Quorum

Any three Members.

The development of fully integrated commissioning across health, social care and public health locally is the proposed mechanism for delivering the wider aims of partners around integration.

To act as the Local Outbreak Board to provide governance over local responses to outbreaks of the Co-vid 19 virus.

It is within the gift of the Committee to appoint a Member to act as a Deputy or substitute. This Member will be invited to attend sub committee meetings when a full Member gives their apologies.

Suggested frequency of meetings: a minimum of 4 a year

THE COMMITTEE IS ASKED TO APPOINT 3 FULL MEMBERS (as set out in 1&2 above) and THREE DEPUTIES.

Safer City Partnership Strategy Board Terms of Reference 2021

Purpose

Our vision is that the Square Mile is a safe place for people to live, learn, work and visit.

Who we are

The Safer City Partnership (SCP) brings together statutory and non-statutory agencies that have a role in keeping the Square Mile safe. Membership is listed below.

The SCP was established in response to the duties placed on local authorities, the police and other partners by the Crime and Disorder Act 1998. It also works to meet the expectations outlined within the Police and Justice Act 2006, Policing and Crime Act 2009, and subsequent Home Office regulations.

The SCP has a number of key statutory responsibilities including:

- Providing strategic leadership for community safety partnership activity within the City
- Bringing together the authorities responsible for crime and disorder strategies within the City to enable them to act in co-operation in undertaking their functions, with provisions in place for the sharing of information
- Undertake a strategic assessment of crime and anti-social behaviour within the City
- Consult with our communities to identify their concerns relating to crime and Anti-Social Behaviour (ASB), in order to inform our strategic plan and priorities
- Agree the focus and priorities for the SCP strategy and ensure that the three-year Partnership Strategy and annual delivery plan is agreed and implemented, and that agreed targets are met
- Monitor and evaluate these strategies
- To publish the partnership plan
- To oversee the function of the established sub-groups carrying out work towards the delivery plan
- To ensure an evidence-led and problem-solving approach is used within the SCP
- To ensure that expenditure of SCP funds is effectively monitored and efficiently managed

Membership

The SCP Strategy Board is appointed by the responsible authorities (statutory partners). The statutory partners have responsibility for inviting additional persons or organisations to SCP Strategy Board meetings, in line with the Crime and Disorder Act 1998 and associated regulations. These organisations will co-operate under this legislation and guidance:

- The City of London Corporation*
- The City of London Police*
- London Fire Brigade*
- London Community Rehabilitation Trust*
- Clinical Commissioning Group*
- City and Hackney Public Health Team
- The City of London Corporation†
- British Transport Police
- Transport for London
- The Guinness Partnership
- City of London Crime Prevention Association
- Business representatives

*The partners marked with an asterisk are deemed the 'responsible authorities' (statutory partners) in the Crime and Disorder Act 1998 (section 5(1)) and associated regulations, with responsibility for appointing the Safer City Partnership Strategy Board. Collectively, they are responsible for delivering the ambitions set out in the partnership's strategic plan. The responsible authorities 'shall also invite the participation in their exercise of those functions of at least one person or body of each description which is for the time being prescribed by order of the Secretary of State' (Crime and Disorder Act 1998, section 3). This forms the criteria for invited members, named as 'non-statutory' or 'additional members' in the SCP Strategy Board.

†Environmental Health & Public Protection and Community & Children's Services play an active role in the SCP Strategy Group (as do the many different agencies which sit within these two departments). Their areas of focus and expertise provide valuable insight into a variety of issues associated with community safety and crime reduction.

Additional representatives

- City Resident representative
- London Ambulance Service
- Victim Support representative
- Healthwatch representative
- Voluntary sector representative

Responsibilities of members

Active engagement, co-operation and collaboration between members and the SCP Strategy Group is vital in order for us to be able to meet the SCP's strategic priorities and to effect positive change. Partners are expected to engage proactively with the SCP Strategy Board, to foster dialogue and the sharing of ideas. A quarterly 'forum' (board) shall take place between all members of the Strategy Board – with appropriate prepared documentation – to demonstrate how each agency is working to meet targets and initiatives in line with the SCP's priorities. This will also provide an opportunity to highlight any challenges that have been encountered and for peer review to take place.

All partners will submit data as necessary regarding initiatives to the SCP Strategy Board. This allows the board to monitor the success of partner projects, as well as to assess the broader progress of meeting SCP aims and priorities. This information will be vital in assessment, evaluation and informing new strategic plans.

All partners are requested to contribute data, ideas and written documentation (as appropriate) to assist in the formulation of annual plans and/or strategic documents, as well as to support their implementation. This request is made to both statutory and non-statutory members, as appropriate.

Consideration of new members

The SCP Strategy Board values the insights, ideas and initiatives of its diverse membership. In an effort to ensure that we are best serving our community, we shall proactively identify and consider new members to join the Board. This will ensure that we fulfil our commitment to adopt a truly multi-agency approach and are receptive to new perspectives that can promote community safety and crime reduction. Any invitations extended to new members will be in line with legislation and be initiated by a statutory partner.

Safer City Partnership Priorities 2019–22

- Vulnerable people and communities are protected and safeguarded
- People are safe from violent crime and violence against the person
- People and businesses are protected from theft and fraud/acquisitive crime

- Anti-Social Behaviour is tackled and responded to effectively
- People are safe and feel safe in the Night-Time Economy

Chairperson

The chairperson of the SCP Strategy Board shall be an elected member for the City of London Corporation. The incoming chairperson of the SCP Strategy Group will be the current chairperson of Community and Children's Services. The deputy chairperson of the SCP Strategy Board shall be a nominated member of the Police Authority Board.

At the end of the financial year, the SCP Strategy Board's chairperson will submit an annual report to the Community and Children's Services Committee, outlining and evaluating progress in meeting key targets during their tenure. This report will also be submitted to the Police Authority Board and any other statutory partner that request it.

Scrutiny and effective working

The submission of an annual report by the SCP Strategy Board chairperson will allow the Community and Children's Services Committee and the Police Authority Board to play an important scrutiny role through the examination of information and data presented in support of the Safer City's Partnership's strategic aims and priorities. This will improve efforts to ensure accountability, transparency and good governance.

The broader expansion of the SCP Strategy Board Terms of Reference for 2021 will help to ensure the Board's effectiveness and efficiency, as well as promote more collaborative work between members.

Key Committee linkages

The SCP is represented on relevant key committees including the Police Authority Board (by the Chairman and officers), Health and Wellbeing Board (by officer), Homelessness and Rough Sleeping Sub-Committee (by officer), City and Hackney safeguarding board and Partnership (by officer).

Sub-groups

Sub-groups that report to the SCP Strategy Group include: The Serious and Organised Crime Board; Domestic Abuse Multi-Agency Risk Assessment Conference (MARAC), City Community MARAC (CCM), Domestic Abuse and Sexual Violence Forum, and the Local Licensing Partnership (LLP) Licensing. In addition,

there are task and finish groups such as the Drugs Working Group that are involved in this work.

Review

These terms will be reviewed in 12 months to ensure that they are encouraging effective working and collaboration, transparency, accountability and good governance.

THE COMMITTEE IS ASKED TO APPOINT THE CHAIRMAN OR DEPUTY CHAIRMAN (OF THE COMMUNITY AND CHILDREN'S SERVICES COMMITTEE) TO SERVE AS CHAIRMAN OF THE SCP